

- 20-12.1 POLICY. The Board of Corrections supports the policies of the Commonwealth of Virginia to coordinate, as consistent with Section [2.2-1400](#) et seq. of the Code of Virginia, the plans, programs and operations of the state government that affect or may contribute to the establishment, preservation, and strengthening of minority business enterprises.

The Director of the Department of Corrections shall ensure that the Department establishes internal procedures, consistent with the Virginia Public Procurement Act (VPPA) and the Agency Procurement and Surplus Property Manual (APSPM), for the participation of small businesses and businesses owned by women and minorities in procurement transactions. The procedures shall be in writing and shall include cooperation with the Department of Minority Business Enterprise and such other agencies or organizations as the Board may from time to time approve, including the United States Small Business Administration, and public and private agencies.

The Department of Corrections shall also, in compliance with the Agency Procurement and Surplus Property Manual, establish and maintain a listing of minority and female vendors for solicitation purposes.

- 20-12.2 AUTHORITY. Code of Virginia, Sections
[53.1-5](#), Powers and Duties of Board

- 20-12.3 REFERENCES.
Code of Virginia, Section [2.2-4300](#) Virginia Public Procurement Act
Code of Virginia, Section [2.2-1400](#) et seq., Department of Minority Business
Enterprise
Department of General Services/Division of Procurement and Supply - Agency
Procurement and Surplus Property Manual

- 20-12.4 IMPLEMENTING PROCEDURES.
Department Procedure Number 7-1, Procurement of Goods and Services

- 20-12.5 EFFECTIVE DATE. July 16, 2003.

- 20-12.6 SUPERSESSSION. This policy supersedes Board Policy 20-12, dated November 24, 1998.

- 20-12.7 REVIEW DATE. This policy must be reviewed and updated as necessary.

Adopted by the Board of Corrections on May 21, 2003.

Signature Copy on File

Sterling C. Proffitt
Acting Chairman
Board of Corrections